

**DODGE COUNTY  
HEALTH FACILITIES COMMITTEE MEETING  
198 COUNTY DF  
JUNEAU, WI 53039  
OCTOBER 8, 2014**

**MINUTES**

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 3:01 p.m. with the following members present:

2. **ROLL CALL:**

Larry Bischoff  
Lisa Derr  
Jeff Duchac  
John Fabisch  
Tom Schaefer

**ABSENT:** None.

**ALSO PRESENT:** James Mielke, Dodge County Administrator; Russell Kottke, Dodge County Chairman; Jane E. Hooper, Clearview Administrator; Jim Hill, Director of Environmental Services; Jackie Kuhl, Brain Injury Center Unit Coordinator; Lori Kurutz, Director of Support Services; Heather Ninmann, IID Household Specialist; Lindsay Kirchoff, Assisted Living Supervisor; and Anthony Marchese, Director of Finance.

3. **APPROVAL OF MINUTES OF SEPTEMBER 3, 2014 MEETING:** Motion made by Duchac to approve the September 8, 2014 Minutes; seconded by Schaefer. Motion carried.
4. **APPROVAL DEVIATING FROM THE AGENDA:** Motion made by Derr to deviate from the Agenda if required; seconded by Fabisch. Motion carried.
5. **PUBLIC COMMENT:** None to report.
6. **COMMITTEE MEMBER REPORTS:** None to report.
7. **INVOLUNTARY DISCHARGES:** None.
8. **CENSUS REPORTS:**

CBIC:	22 of 30 with 2 admissions this week
Clearview North:	130 of 140
Clearview Behavioral Health 1/2:	19 of 20
ICF-IID (formerly FDD):	43 of 46
Trailview	4 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	11 of 20

9. **ADMINISTRATOR'S REPORT:**

- **Van Bid Results:** The only bid submitted for an extended cargo van/paratransit conversion (2015 Ford Transit 350XL) went to A&J Commercial in the amount of \$44,573.68. Motion made by Schaefer to purchase said van in the amount of \$44,573.68; seconded by Derr. Motion carried.
- **Administrative Team Meeting:** An off-site administrative team meeting will be held at Harnischfeger Park on October 9, 2014.
- **Community Comment – November 5, 2014:** Administrator Hooper, Jeff Duchac, and Daniel Klossner will appear on Radio Station WBEV's "Community Comment" to discuss Friends of Clearview's Remembrance Garden / brick sale and the upcoming Holiday Bazaar.
- **Holiday Bazaar – November 13 and 14, 2014:** Clearview's Annual Holiday Bazaar will be held on Thursday, November 13 from 8:00 a.m. to 5:30 p.m. and on Friday, November 14 from 8:00 a.m. to 12:00 p.m., in the Towne Centre, Market, and Gathering Room.
- **Remembrance Garden Update:** A discussion was held regarding the installation delay. Eight bricks have been sold to date.
- **2015 Budget Update:** The Health Facility Committee was updated on changes made to the 2015 Clearview budget since last committee meeting. Three changes were made: an adjustment to health insurance expense due to changes in rates, changes in maintenance and utilities expense at Northview Heights, and a change to the budgeted amount for cable television. These net changes caused the budgeted levy loss for 2015 to increase approximately \$3,000 to \$261,672. This budgeted levy loss will be covered by Clearview's operations and fund balance.
- **Consideration of Request to Write Off Clearview Receivables:** The administrator has reviewed the account balances that are uncollectable and were presented to the Health Facility Committee in the amount of \$66,176, notifying them of the uncollectible accounts. The same information will be shared with the Finance Committee.
- **Financial Report:**

**MCHA**

Revenue actual \$8,114,115; budgeted \$7,326,737

Expenses actual \$10,816,676; budgeted \$10,662,282

**Individuals with Intellectual Disabilities**

Revenue actual \$2,589,123; budgeted \$2,651,235

Expenses actual \$1,738,876; budgeted \$1,801,320

**Community Group Home**

Revenues actual \$240,188; budgeted \$235,369

Expenses actual \$207,811; budgeted \$211,986

**Trailview**

Revenues actual \$197,342; budgeted \$194,411

Expenses actual \$173,231; budgeted \$171,607

**Northview Heights**

Revenues actual \$317,774; budgeted \$223,511

Expenses actual \$418,000; budgeted \$314,338

**Clearview Brain Injury Center**

Revenues actual \$2,340,287; budgeted \$2,395,774

Expenses actual \$1,742,363; budgeted \$1,581,217

**State Certified Unit (Clearview Behavioral Health Facility)**

Revenues actual \$3,636,224; budgeted \$3,855,441

Expenses actual \$2,751,713; budgeted \$2,544,101

**Overall**


YTD Revenue actual \$16,637,669; budgeted \$15,992,991

YTD Expenses actual \$17,593,353; budget \$17,063,162

10. **NEXT MEETING DATE: Wednesday, November 5, 2014, at 8:15 a.m.,** in the Towne Centre Conference Room on the first floor of Clearview, located at 198 County DF, Juneau, Wisconsin.
11. **ADJOURN:** There being no further business to come before the Committee, Motion by Duchac to adjourn; seconded by Schaefer. Meeting adjourned at 4:48 p.m.

Dated this 5<sup>th</sup> day of November, 2014.

Respectfully submitted,

  
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Thomas Schaefer, Secretary